

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE
MEETING MINUTES**

DATE: Monday, January 3, 2022
TIME: 9:00 a.m.
PLACE: Wood County Courthouse – Room 114

PRESENT: Al Breu, Dennis Polach, Bill Winch, Brad Hamilton
EXCUSED: Laura Valenstein

OTHERS PRESENT (for part or all of the meeting): Nicole Gessert, **See attached list.**

1. The meeting was called to order at 9:00 a.m. by Chair Breu.
2. Public Comments: None.
3. Approve minutes from the previous meeting.

Motion (Hamilton/Polach) to approve the minutes from the previous meeting. Motion carried unanimously.

4. (a) Supervisor Winch asked for clarification on items within the Information Technology vouchers. Amy Kaup answered general questions pertaining to her department's vouchers.

Motion (Hamilton/Polach) to approve the vouchers for the Information Technology Department. Motion carried unanimously.

(b) Information Technology Director, Kaup shared several projects that her department has been working on as indicated in her Monthly Letter of Comments. Discussion ensued.

(c) Kaup shared information that Jason Grueneberg from Planning and Zoning would be requesting approval from the next CEED meeting regarding an intergovernmental agreement with Brown County relating to broadband. Kaup just wanted the PIT Committee to be aware she would be working together with Grueneberg. Kaup will share the final agreement document with PIT Committee before it goes to County Board.

5. (a) Supervisors Winch, and Polach asked for clarification on items within the Maintenance vouchers. Van Tassel answered general questions pertaining to his department's vouchers.

Motion (Hamilton/Polach) to approve the vouchers for the Maintenance Department. Motion carried unanimously.

(b) Facilities Manager, Van Tassel shared information regarding projects that his department has been working on as indicated in his Monthly Letter of Comments. Discussion ensued.

6. Van Tassel indicated the tentative start date for the Courthouse elevator upgrade is set for the second week in January from the last update he received. Discussion ensued.
7. Van Tassel shared updated information regarding the Jail project. Discussion ensued.
8. Agenda items for the next meeting:
 - Twelfth Street Property

- Seventeen Avenue Property

9. The next Committee meeting will be Monday, February 7, 2022 at 9:00 a.m.

10. Chair Breu declared the meeting adjourned at 10:10 a.m.

Minutes recorded and prepared by Nicole Gessert. Minutes in draft form until approved at the next PIT meeting.

Property & Information Technology Committee Meeting January 3, 2022

NAME (PLEASE PRINT)	REPRESENTING
Bill Cleudennig	Dist 15 WCB
DENNIS POLACH	WCB- #14
AMY KAUP	IT
REIKEN VAN TOSSEL	MAINT.
JASON DEMARCO	IT
LANCE PLINK	WCB#16 > VIA WEBEX